The committee assignment workflow is a student-initiated process used to assign a committee for the first time or update existing committee information.

Four new workflows are available online at http://www.grad.umn.edu/students/forms/index.html for graduate and professional students with the following committee types. Select the appropriate committee type to launch the form.

- Doctoral Final Examination
- Doctoral Preliminary Oral Examination
- Master's Final Examination
- Specialist Certificate Final Examination

Select the appropriate degree for this committee assignment. This will populate the rest of the form.

This checklist identifies the minimum University requirements for the committee assignment. Each box must be checked to indicate the student has met the required conditions for their committee type.
Students should work with graduate program staff to obtain an Employee ID or Internet ID for any approved external members serving on a committee.

Look for the orange warnings that indicate potential issues with the committee assignment.

This section is used to record the proposed committee and assign roles to the committee members.

The “Required” section provides spaces for the minimum number of committee members needed to serve on the committee. The space provided under “Optional” is used to record any additional members.

The proposed committee assignment will be routed to the individuals in this section, in the order they are listed. Each person will review the form and either approve or deny the committee assignment request.